



Chicago Metropolitan
Agency for Planning

eTIP User Training
Generating, Reading, and Understanding
Financial Constraint Reports

April 2017

REPORTS



Chicago Metropolitan
Agency for Planning

Report Filters

- Standard filtering for most reports
 - TIP Action: Include amendments? Include pending changes?
 - Limit to a certain: Project Type, Lead Agency, and/or County
 - Option to show all funds

The screenshot shows a web interface for filtering reports. At the top, there is a dark blue header with the text '\$ Agency Financial Constraints'. Below this, there are several filter options:

- REVENUE DATE:** A dropdown menu showing '17TIP 09/19/2016'.
- ALL:** A label above a dropdown menu.
- INCLUDE TIP ACTIONS:** A dropdown menu with the text 'Please click here to select.....'.
- INCLUDE PROJECTS WITH STATUS:** A dropdown menu showing 'Accepted'.
- Limit results by:** A label above three dropdown menus:
 - PROJECT TYPE:** An empty dropdown menu.
 - LEAD AGENCY:** A dropdown menu showing 'ALL'.
 - COUNTY:** An empty dropdown menu.
- SHOW BALANCE DETAIL:** A checked checkbox.
- SHOW ALL FUNDS:** An unchecked checkbox.
- RUN REPORT:** An orange button.



Report Features

- Drill-down to additional information by clicking on row label (including subtotals and grand totals)
 - Varies by report: Lead Agencies or Fund Sources
 - List of projects that are contributing to the information you're viewing
- Open project records by clicking on TIP ID (Hint: right-click to “open in a new tab” so you don't have to re-run the report)
- Export to Excel



Financial Constraint Reports

- Two Versions:
 - Agency Financial Constraints (certain FTA funds, STP-L)
 - (Regional) Financial Constraints (all others)
- Standard TIP Action and Status selections
- Standard filters
- Options: Show Balance Detail, Show All Funds
- Recommended Option: Show Balance Detail
- Drill-downs
- Export to Excel



Financial Constraint Reports

Agency Revenue and Balance Detail

- Fields: Prior (programmed), Revenue Carried Over, Revenue, Programmed, Balance
 - Duplicate fund lines with (AC) show how much additional is programmed in Advance Construction
 - Drill-Downs
 - Click on agency name in each source group to view list of agency's projects with that source
 - Click on fund source subtotal link for a list of all projects with that source
 - List includes indication of ACC
 - From project list, click ID to open project
-



Financial Constraint Reports

Agency Revenue and Balance Detail

\$ Agency Financial Constraints

| PROGRAM DESCRIPTION | <i>PRIOR</i> | REV 2017 CARRY-OVER | <i>REV 2017</i> | TOTAL REV 2017 | TOTAL PROG 2017 | BAL 2017 | BAL FROM 2017 |
|--|------------------------|------------------------|----------------------|----------------------|----------------------|---------------|------------------|
| FTA 5307 Urban Formula | | | | | | | |
| CTA | \$891,490,205 | \$0 | \$128,171,768 | \$128,171,768 | \$128,171,768 | \$0 | \$0 |
| Metra | \$431,004,589 | \$0 | \$81,743,616 | \$81,743,616 | \$81,743,616 | \$0 | \$0 |
| Pace | \$279,031,034 | \$0 | \$38,718,928 | \$38,718,928 | \$38,718,928 | \$0 | \$0 |
| FTA 5307 Urban Formula SUBTOTAL | \$1,601,525,828 | \$0 | \$248,634,312 | \$248,634,312 | \$248,634,312 | \$0 | \$0 |
| FTA 5337 Good Repair | | | | | | | |
| CTA | \$513,853,220 | \$0 | \$152,165,791 | \$152,165,791 | \$152,165,791 | \$0 | \$0 |
| Metra | \$274,934,000 | \$0 | \$89,200,636 | \$89,200,636 | \$89,200,636 | \$0 | \$0 |
| FTA 5337 Good Repair SUBTOTAL | \$788,787,220 | \$0 | \$241,366,427 | \$241,366,427 | \$241,366,427 | \$0 | \$0 |
| FTA 5339 Bus | | | | | | | |
| CTA | \$46,573,335 | \$0 | \$11,278,585 | \$11,278,585 | \$11,278,585 | \$0 | \$0 |
| Pace | \$6,351,150 | \$0 | \$1,555,667 | \$1,555,667 | \$1,555,667 | \$0 | \$0 |
| FTA 5339 Bus SUBTOTAL | \$52,924,485 | \$0 | \$12,834,252 | \$12,834,252 | \$12,834,252 | \$0 | \$0 |
| STP - Locally Prgmd | | | | | | | |
| CDOT | \$192,422,335 | \$243,006,566 | \$63,871,101 | \$306,877,667 | \$96,687,345 | \$210,190,322 | \$210,190,322 |
| Central Council | \$8,691,715 | \$3,603,128 | \$3,138,388 | \$6,741,516 | \$3,370,791 | \$3,370,725 | \$3,370,725 |
| DuPage Council | \$14,605,730 | \$15,429,991 | \$11,271,468 | \$26,701,459 | \$12,794,708 | \$13,906,751 | \$13,906,751 |
| Kane/Kendall Council | \$14,958,190 | \$13,437,147 | \$9,868,205 | \$23,305,352 | \$12,007,824 | \$11,297,528 | \$11,297,528 |
| Lake Co Council | \$48,144,338 | \$14,929,720 | \$8,507,921 | \$23,437,641 | \$5,386,732 | \$18,050,909 | \$18,050,909 |



Financial Constraint Reports

Agency Revenue and Balance Detail

\$ Agency Financial Constraints

REVENUE DATE: 17TIP 09/19/2016
ALL
INCLUDE TIP ACTIONS: Please click here to select.....
INCLUDE PROJECTS WITH STATUS: Accepted

Limit results by:
PROJECT TYPE: []
LEAD AGENCY: DuPage Council
COUNTY: []

SHOW FUNDS

LEAD AGENCY LIST:
ALL
Council/County
CATS
CDOA
CDOT
Central Council
Cook Co DOTH
DeKalb Co Hwy Dept
DuPage Co DOT
DuPage Council
Grundy Co Hwy Dept
Kane Co DOT
Kane/Kendall Council
Kendall Co Hwy Dept
Lake Co Council

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Financial Constraint Reports

Agency Revenue and Balance Detail

| \$ Agency Financial Constraints | | | | | | | |
|--|---------------------|---|---------------------|---------------------------------|----------------------------------|---------------------|--------------------------------|
| <u>PROGRAM DESCRIPTION</u> | <u>PRIOR</u> | <u>REV 2017</u> <u>CARRY-</u> <u>OVER</u> | <u>REV 2017</u> | <u>TOTAL REV</u> <u>2017</u> | <u>TOTAL PROG</u> <u>2017</u> | <u>BAL 2017</u> | <u>BAL FROM</u> <u>2017</u> |
| STP - Locally Prgmd | | | | | | | |
| Kane/Kendall Council | \$14,958,190 | \$13,437,147 | \$9,868,205 | \$23,305,352 | \$12,007,824 | \$11,297,528 | \$11,297,528 |
| STP - Locally Prgmd SUBTOTAL | \$14,958,190 | \$13,437,147 | \$9,868,205 | \$23,305,352 | \$12,007,824 | \$11,297,528 | \$11,297,528 |
| STP - Locally Prgmd (AC) | | | | | | | |
| Kane/Kendall Council | \$860,000 | \$0 | \$2,590,316 | \$2,590,316 | \$2,590,316 | \$0 | \$0 |
| STP - Locally Prgmd (AC) SUBTOTAL | \$860,000 | \$0 | \$2,590,316 | \$2,590,316 | \$2,590,316 | \$0 | \$0 |
| GRAND TOTAL | \$15,818,190 | \$13,437,147 | \$12,458,521 | \$25,895,668 | \$14,598,140 | \$11,297,528 | \$11,297,528 |

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Financial Constraint Reports (Regional) Revenue and Balance Detail

- Fields: Same as Agency Report
- Amounts are for the entire region.
 - Revenues are sum of individual agencies' amounts
 - Programmed captures all projects from all agencies
- Drill-downs
 - Click on fund source to view list of projects with that source
 - List includes indication of ACC
 - From project list, click ID to open project



Financial Constraint (Region)

| Financial Constraints | | | | | | | | | | | | |
|------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|----------|
| PROGRAM DESCRIPTION | PRIOR | REV 2017 | CARRY-OVER | REV 2017 | TOTAL REV 2017 | TOTAL PROG 2017 | BAL 2017 | BAL FROM 2017 | REV 2018 | TOTAL REV 2018 | TOTAL PROG 2018 | BAL 2018 |
| CMAQ | \$497,464,594 | \$139,615,000 | \$103,923,000 | \$243,538,000 | \$163,744,577 | \$79,793,423 | \$79,793,423 | \$103,923,000 | \$183,716,423 | \$97,559,200 | \$86,157,223 | |
| CMAQ (AC) | \$77,031,519 | \$0 | \$19,279,606 | \$19,279,606 | \$19,279,606 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| FTA 5307 Urban Formula | \$1,601,525,828 | \$0 | \$248,634,312 | \$248,634,312 | \$248,634,312 | \$0 | \$0 | \$253,719,814 | \$253,719,814 | \$253,703,538 | \$16,276 | |
| FTA 5337 Good Repair | \$788,787,220 | \$0 | \$241,366,427 | \$241,366,427 | \$241,366,427 | \$0 | \$0 | \$245,534,560 | \$245,534,560 | \$245,534,560 | \$0 | |
| FTA 5339 Bus | \$53,209,485 | \$0 | \$12,834,252 | \$12,834,252 | \$12,834,252 | \$0 | \$0 | \$13,103,667 | \$13,103,667 | \$13,015,343 | \$88,324 | |
| HPP | \$15,614,060 | \$103,664,000 | \$0 | \$103,664,000 | \$0 | \$103,664,000 | \$103,664,000 | \$0 | \$103,664,000 | \$0 | \$103,664,000 | |
| Hwy Safety Improve Pgm | \$40,635,984 | \$65,777,000 | \$75,918,000 | \$141,695,000 | \$26,818,360 | \$114,876,640 | \$114,876,640 | \$73,918,000 | \$188,794,640 | \$18,565,305 | \$170,229,335 | |
| Hwy Safety Improve Pgm (AC) | \$1,291,000 | \$0 | \$9,678,214 | \$9,678,214 | \$9,678,214 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| NHPP | \$633,984,093 | \$145,076,000 | \$712,930,000 | \$858,006,000 | \$204,892,315 | \$653,113,685 | \$653,113,685 | \$712,930,000 | \$1,366,043,685 | \$221,411,000 | \$1,144,632,685 | |
| NHPP (AC) | \$26,427,000 | \$0 | \$74,131,000 | \$74,131,000 | \$74,131,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| Natl Corridor Inf. Imp. | \$34,793,684 | \$55,847,000 | \$9,275,000 | \$65,122,000 | \$9,275,000 | \$55,847,000 | \$55,847,000 | \$0 | \$55,847,000 | \$0 | \$55,847,000 | |
| STP - Bridge | \$205,990,958 | \$22,240,592 | \$36,197,000 | \$58,437,592 | \$33,420,877 | \$25,016,715 | \$25,016,715 | \$36,197,000 | \$61,213,715 | \$39,545,960 | \$21,667,755 | |
| STP - Bridge (AC) | \$22,024,142 | \$0 | \$19,484,314 | \$19,484,314 | \$19,484,314 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| STP - County | \$1,955,000 | \$19,881,304 | \$5,589,000 | \$25,470,304 | \$6,170,321 | \$19,299,983 | \$19,299,983 | \$4,634,000 | \$23,933,983 | \$4,518,000 | \$19,415,983 | |
| STP - County (AC) | \$0 | \$0 | \$6,961,765 | \$6,961,765 | \$6,961,765 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| STP - Enhancements | \$28,524,943 | \$53,566,000 | \$0 | \$53,566,000 | \$12,206,895 | \$41,359,105 | \$41,359,105 | \$0 | \$41,359,105 | \$1,653,980 | \$39,705,125 | |
| STP - Enhancements (AC) | \$10,550,628 | \$0 | \$9,462,006 | \$9,462,006 | \$9,462,006 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| STP - Locally Prgmd | \$377,497,112 | \$356,098,311 | \$152,683,103 | \$508,781,414 | \$218,766,627 | \$290,014,787 | \$290,014,787 | \$116,973,610 | \$406,988,397 | \$162,459,564 | \$244,528,833 | |
| STP - Locally Prgmd (AC) | \$207,965,722 | \$0 | \$51,450,002 | \$51,450,002 | \$51,450,002 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| STP - State Prgmd Urban | \$83,448,772 | \$14,425,000 | \$188,396,000 | \$202,821,000 | \$73,576,238 | \$129,244,762 | \$129,244,762 | \$188,396,000 | \$317,640,762 | \$59,294,000 | \$258,346,762 | |
| STP - State Prgmd Urban (AC) | \$320,000 | \$0 | \$17,879,800 | \$17,879,800 | \$17,879,800 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| Safe Routes to School | \$3,550,500 | \$9,271,000 | \$0 | \$9,271,000 | \$4,536,101 | \$4,734,899 | \$4,734,899 | \$0 | \$4,734,899 | \$283,981 | \$4,450,918 | |
| Safe Routes to School (AC) | \$747,999 | \$0 | \$55,400 | \$55,400 | \$55,400 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| TAP - Locally Prgmd | \$2,361,200 | \$21,673,000 | \$8,948,000 | \$30,621,000 | \$19,705,908 | \$10,915,092 | \$10,915,092 | \$8,948,000 | \$19,863,092 | \$13,475,980 | \$6,387,112 | |
| TAP - Locally Prgmd (AC) | \$294,938 | \$0 | \$9,899,215 | \$9,899,215 | \$9,899,215 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| TAP - State Prgmd | \$3,937,388 | \$31,841,000 | \$18,787,000 | \$50,628,000 | \$7,962,568 | \$42,665,432 | \$42,665,432 | \$18,787,000 | \$61,452,432 | \$2,642,962 | \$58,809,470 | |
| TAP - State Prgmd (AC) | \$2,122,272 | \$0 | \$1,462,187 | \$1,462,187 | \$1,462,187 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| GRAND TOTAL | \$4,722,056,041 | \$1,038,975,207 | \$2,035,224,603 | \$3,074,199,810 | \$1,503,654,287 | \$1,570,545,523 | \$1,570,545,523 | \$1,777,064,651 | \$3,347,610,174 | \$1,133,663,373 | \$2,213,946,801 | |

- Carryover + Allotment
- Funds in AC shown separately – not constrained
- Balance “rolls forward” to next FFY
- Click fund source to drill-down to a list of projects
- Reset each FFY using admin forms

Financial Constraint Reports

Show All Funds

- Fields: Same as others
- Amounts are for the entire region or selected agencies
- Includes sources that are not constrained: state, local, other
- Drill-downs
 - Click on fund source to view list of projects with that source
 - List includes indication of ACC
 - From project list, click ID to open project



GETTING HELP Q&A



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Agency for Planning

Additional Training

- Mini-Session Recordings
 - Understanding Program, Project, and Amendment Versions and Status | Monday, April 10 at 9:00 am
 - Using the eTIP Public Website | Monday, April 10 at 10:30 am
 - Mapping Projects and Attaching Documents | Monday, April 10 at 1:30 pm
 - Generating, Reading, and Understanding Financial Constraint Reports | Thursday, April 13 at 9:00 am
 - Understanding Obligation Information (for non-transit users) | Thursday, April 13 at 11:00 am
 - Completing the TIP Programming Form | Friday, April 14 at 9:00 am
- Review Agency Training | TBD in Springfield



Getting Help - CMAP

- CMAP Staff

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- CMAP website: TIP Programmer Resources

<http://www.cmap.illinois.gov/programs-and-resources/tip/tip-programmer-resources>

